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Chap III
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Integrated SPADOC, IDHS, SCC Steering Group Charter 30 JAN 1991

1. PURPOSE: To obtain signature indicating approval of the ISIS Steering Group Charter.

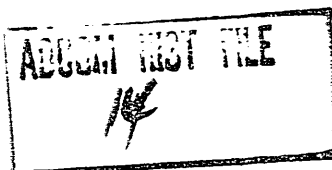
2. BACKGROUND:

a. In the spring of 1980, the SPADOC/IDHS/SCC ADP Acquisition Review Group (SISAARG) was formed to determine the best strategy for acquiring new ADP for the SCC, IDHS and SPADOC 4. Membership included representatives from both ADC and AFSC. ADC organizations represented included XPC, IN, DOP and KRA. AFSC representation included ESD Det 2 and SD/YN.

b. The SISAARG Final Report, dated 25 Jun 80, recommended that the SPADOC and SCC ADP acquisition programs be combined and that certain space defense functions involving sensitive SCI information be allocated to the IDHS acquisition. Furthermore, to assure complete coordination and integration of these complementary acquisition programs, the report recommended a steering group be formed. These recommendations were briefed and verbally approved by ADC/CC (3 Sep 80), Headquarters AFSC, DCS Systems (24 Nov 80) and Headquarters USAF, DCS/RD&A, Director, Space Systems and Command, Control, Communications (23 Nov 80). As a result of the above, the Integrated SPADOC, IDHS, SCC (ISIS) Steering Group was formed to oversee the ISIS ADP acquisition.

c. The first meeting of the ISIS Steering Group was held on 13 Jan 91. Membership includes an O-6 representative from each organization participating on the SISAARG with the addition of ESD/OC and RADC/IR. ADC/XP provides the Chairman. At the first meeting, the accompanying charter was reviewed and tentatively approved pending review by each organization's staff. Comments received as a result of this review have been incorporated in the accompanying charter.

3. ACTION: The accompanying charter is being circulated among the ISIS Steering Group member organizations for formal approval and signature.



HP RECD FILE

RECOMMENDATION

1. Recommend the accompanying charter be approved and signed.

ORIGINAL SIGNED

WILLIAM E. LINDSEMAN, Brig Gen, USAF
JCS/Plana. Policy, Programs
and Requirements

1. 20th
Charter

**CHARTER
FOR THE
INTEGRATED SPADOC, IDHS, SCC (ISIS)
STEERING GROUP**

1. **PURPOSE.** The ISIS Steering Group is a central reviewing and coordinating authority charged with overseeing the acquisition of Automatic Data Processing (ADP) systems for the Space Defense Operations Center (SPADOC), the Intelligence Data Handling System (IDHS), and the SPADOC Computation Center (SCC).

2. **AUTHORITY.** The Steering Group is formed in response to a recommendation in the Final Report of the SPADOC/IDHS/SCC ADP Acquisition Review Group (SISAARG) to establish the SCC/IDHS/SPADOC Steering Group as a permanent board to maintain cognizance of the overall acquisition. This recommendation was verbally approved by CINCAD (5 Sep 80), Headquarters AFSC, DCS Systems (24 Nov 80) and Headquarters USAF, DCS/RD&A, Director, Space Systems and Command, Control, Communications (25 Nov 80).

3. **DEFINITIONS.**

a. Automatic Data Processing (ADP) System. In the context of this charter, an ADP System is a combination of elements necessary for producing a required ADP capability. These elements include: system hardware and software architectures, interfaces, data flow, computer equipment, computer programs, computer facilities, operating procedures, documentation, personnel and training.

b. ISIS ADP System. ADP systems identified as being within the scope of the ISIS Steering Group (paragraph 4).

c. Space Defense Operations Center (SPADOC). In the context of this charter, SPADOC represents all aspects of the SPADOC Phase 4 ADP System acquisition and those parts of SPADOC phases 1, 2, and 3 that have a developmental impact on the SPADOC Phase 4 ADP System acquisition.

4. **SCOPE.** The interests of the ISIS Steering Group shall encompass

a. The SPADOC ADP system acquisition.

b. The upgrade of the SCC ADP system.

c. The upgraded Prototype Mission Operations Center (PMOC) ADP system.

d. The upgraded IDHS ADP system to the extent space defense functions allocated to the IDHS are satisfied.

e. Modifications to other systems that may affect the ISIS ADP system acquisition (e.g., Communications System Segment (CSS)).

f. Internal and external interface planning for the ISIS ADP system.

g. New requirements which could impact the ISIS ADP System acquisition.

5. MEMBERSHIP. The ISIS Steering Group shall be a board of officers in the grade of O6 or the civilian equivalent. The group shall be composed of one representative from each of the following organizations:

ADC/XP	Chairman
ADC/KR	
ADC/IN	
ADC/DO	
AFSC/SD/YN	
AFSC/ESD/Det 2	
AFSC/ESD/OC	
AFSC/ESD/RADC/IR	

6. ISIS STEERING GROUP APPROACH. The goal of the Steering Group is to insure that the ADP systems procured for SPADOC, IDHS, SCC, and upgraded PMOC, along with systems already operational, satisfy the total space defense command and control requirements of CINCAD. To attain this goal, the Steering Group shall identify, resolve and/or recommend actions toward the resolution of issues that may impact the acquisitions. Irresolvable issues will be raised to a higher level of command for resolution.

7. RESPONSIBILITIES.

a. The overall responsibilities of the ISIS Steering Group are:

(1) Review planning of all elements of the ISIS ADP system acquisition to insure that all capabilities required to perform the total CINCAD space defense C3I mission are being acquired. The 25 June 1980 SISAAAG Report will provide the baseline for this effort.

(2) Follow the progress made by all elements of the ISIS ADP system acquisition and take or recommend action to insure that systems are being acquired on schedule and in consonance with approved plans.

(3) Provide guidance to the managers of the ISIS ADP system acquisition to insure that acquired systems will meet approved CINCAD space defense C3I requirements.

(4) Insure that proper coordination takes place between internal and external elements of the acquisition. This includes insuring proper interface between elements of the ISIS.

(5) Open action items to investigate problem areas or research questions of interest to the Steering Group.

(6) Identify, resolve, and/or recommend actions towards resolution of issues that may affect the acquisition.

(7) Monitor changes in the ISIS ADP System functional description.

(8) Authorize changes in the allocation of functions between IDAS, upgraded PHOC, and SCC/SPADOC.

b. The Chairman, ISIS Steering Group, will:

(1) Call ISIS Steering Group meetings. It is anticipated that at least one meeting will be held each quarter.

(2) Appoint a Secretariat.

(3) Approve minutes of Steering Group meetings.

(4) Assign an Office of Primary Responsibility (OPR) and suspense dates for action items. When appropriate, form ad hoc working groups for specific action items.

(5) Insure that irresolvable issues are carried to higher levels of command for resolution.

c. The Steering Group Secretariat will:

(1) Assemble a proposed agenda for each Steering Group meeting.

(2) Prepare a formal notification of each meeting.

(3) Assure proper logistics for Steering Group meetings.

(4) Prepare minutes for each ISIS Steering Group meeting.

(5) Maintain an action item list.

(6) Maintain a list of action officer points of contact from each organization represented on the ISIS Steering Group.

d. ISIS Steering Group members will:

- (1) Be the primary spokesman for their organization at ISIS Steering Group meetings.
- (2) Keep appropriate elements of their organization informed of Steering Group proceedings.
- (3) Insure that the Steering Group is informed of activities within the member's organizations that may impact ISIS activities of other Steering Group members organizations.
- (4) Provide the Secretariat with the name of an action officer point of contact who can provide assistance in working miscellaneous actions relating to the ISIS Steering Group.
- (5) Provide an alternate if the primary Steering Group member is unable to attend an ISIS Steering Group meeting.
- (6) As required, request through the Chairman that special sessions of the ISIS Steering Group be convened to resolve time critical problems.

3. MEETING AGENDAS, MINUTES, ACTION ITEMS.

a. Agenda. Any member organization may submit agenda items to the chairman through their Steering Group member. A proposed agenda will be assembled and included with the formal notification of each Steering Group meeting. The final agenda will be established as a first order of business at each meeting.

b. Minutes. The minutes shall be distributed no later than five working days after each Steering Group meeting. Disagreement with the contents of the minutes should be conveyed to the Chairman immediately. Corrections to the minutes will be made either in the form of an amendment or within the contents of the minutes of the succeeding meeting.

c. Action Items. A list of action items established by the Steering Group will be maintained by the Secretariat. An updated copy of the list will be periodically distributed to ISIS Steering Group members.

9. SIGNATORIES.

ORIGINAL SIGNED

ADC/SP

AFSC/SD/TH

ADC/RS

AFSC/ESD/DET 2/CC

ADC/TH

AFSC/ESD/CC

ADC/DO

AFSC/ESD/RADC/CC